

**WALLA WALLA COMMUNITY COLLEGE
DISTANCE EDUCATION
ADMINISTRATIVE POLICY 6600**

I. POLICY BACKGROUND/PURPOSE

Walla Walla Community College (WWCC) seeks to offer accessible and effective learning experiences for students through distance education. The purpose of this policy is to establish criteria and process for the delivery of distance education programs and courses at WWCC. This policy ensures that the college fulfills the accreditation requirements of the [Northwest Commission on Colleges and Universities](#) (NWCCU), [National Council for State Authorization Reciprocity Agreements](#) (NC-SARA) and in accordance with the [Higher Education Opportunity Act \(HEOA\) of 2008](#).

II. AUTHORITY

Board Policy 1370; RCW [28B.50.140 \(13\)](#), NWCCU, NC-SARA, HEOA of 2008, Section 600.02, Americans with Disabilities Act (ADA) of 1990, and Section 504 of the Rehabilitation Act of 1973.

III. SCOPE OF POLICY

This policy applies to all instructional programs, faculty and students.

IV. DEFINITIONS

A. Distance Education - Education that uses one or more of the technologies to deliver instruction to students who are separated from the instructor or instructors and to support regular and substantive interaction between the students and the instructor or instructors, either synchronously or asynchronously.

V. POLICY

- A. Distance education courses and programs offered at WWCC must meet the academic requirements and quality standards of the institution delivering the course. Distance education programs and classes offered must be reviewed and approved by the Office of the Vice President of Instruction and must meet the requirements outlined in this policy.
- B. Programs should develop specialized guidelines relating to issues of distance education delivery and administration specified by this policy and other institutional policies. This policy and its procedures are intended to facilitate the implementation of distance education and address issues to be considered for the planning, delivery, and evaluation of such programs and courses.
- C. Course developers and instructors of each distance education course must comply with the Americans with Disabilities Act (ADA) of 1990, and Section 504 of the Rehabilitation Act of 1973.
- D. Institutions shall ensure compliance with the college policies for [Intellectual Property and Copyright](#) policies and any applicable copyright laws concerning the reproduction and use of printed and digital materials and the use and transmission of all media recordings, performances, or other protected works.
- E. This policy relates to fully online programs and courses only (hybrid, including Hyflex, is not included).

Policy Contact: Vice President, Instruction

Approved by (Department/Body): Dr. Chad Hickox, President

Date Originally Approved: June 21, 2022

Last Reviewed/Revised on: _____